

Job Opening

Goodwill Industries of Southwestern Michigan provides employment, education, training, and support services to individuals and families so they can achieve self-sufficiency.

Our Values: Success – Collaboration – People – Positivity

Position:	Vice President, Organizational Development and Human Resources
Location:	Alcott Corporate Office - Kalamazoo, MI
Wage:	Based on Experience + Benefits (Medical, Dental, Vision, Life Insurance, PTO, and 403(b))
Classification:	Full-time Staff
Number of Openings:	1
Hours:	Monday – Friday 8:00 am – 4:30 pm
Submit Applications To:	www.goodwillswmi.org

Job Duties:

- Assess and provide the Agency with the staff and skill sets necessary to meet Agency financial objectives
- Provide the Agency with service and benefits that help associates achieve self-sufficiency
- Develop Tax Counseling efforts
- Oversee inter-agency relationships, e.g. AmeriCorps
- Provide total compensation packages that allow Goodwill to retain excellent team members in mission-critical positions
- Assess the Agency-wide culture and develop programs to improve deficient areas

Qualifications:

At least five years' experience in human resources
 Knowledge of employment law and procedures
 Knowledge of payroll regulations
 Knowledge of total compensation design and implementation
 Skill in writing, conducting oral presentations
 Experience in employee relations, hiring
 Demonstrated competency in MS Office Suite
 At least three years' experience managing professional staff preferred
 Certification in any key Human Resources area
 Bachelor's degree
 Master's degree preferred
 Daily sitting, fingering, listening, seeing, speaking; occasional standing, reaching, bending, twisting
 Must be able to pass a pre-employment drug screen
 Must be able to be insured under the Agency's commercial insurance policy
 Must be able to pass Fair Credit Reporting Act background check

Equal Opportunity Employer: Persons are recruited, hired, assigned and promoted only on the basis of job related criteria and without regard to age, ancestry, arrest record, citizenship, color, familial status, gender, gender identification, height, marital status, national origin, non-job-related disability, race, religion, sex, sexual orientation, veterans' status or weight. This includes those affected by pregnancy, childbirth or related medical condition.



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